

## LA PINE CITY COUNCIL AGENDA

Wednesday, October 14, 2015

**Regular Session – 6:00 pm**

16345 6<sup>th</sup> Street, Suite 102

La Pine, Oregon 97739

### A. Regular Session – 6:00 pm

1. Call to Order
2. Establish a Quorum
3. Pledge of Allegiance
4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the City Council.
5. Consent Agenda

Information concerning the matters listed within the Consent Agenda has been distributed to each member of the City Council for reading and study, is considered to be routine, and will be enacted or approved by one motion of the City Council without separate discussion. If separate discussion is desired concerning a particular matter listed within the Consent Agenda, that matter may be removed from the Consent Agenda and placed on the regular agenda by request of any member of the City Council.

  - a. Approval of Minutes
    - i. September 9, 2015 Council Meeting Minutes
    - ii. September 23, 2015 Special Mtg & Work Session Minutes
  - b. Bills and Invoices
    - i. Approval of Reimbursements
  - c. Financials
    - i. Revenue and Expenses
  - d. Memorandum of Understanding with the La Pine Fire District on Water Use
6. Public Comments
7. Appointment of Councilors to Committees for 2016
8. Discussion on a La Pine Arts Culture Commission
9. Motion to award a Construction Services Contract for the US 97 at Wickiup Junction Utility Relocation Project, and authorize the City Manager to execute the contract provided the City does not receive a bid protest by midnight October 20, 2015
10. Discussion on changing the date of the November Council Meeting.

11. Approval of Snow Plow Removal Contracts with Vic Russell Construction and La Pine Equipment.
12. Authorization to Procure Bids for Landscaping on the First Street Project.
13. Authorization to Tow Vehicles and Remove Debris and Rubbish from Site on Railroad
14. Other Matters: This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.
15. Public Comments
16. Staff Comments
17. Council Comments
18. Mayor's Comments
19. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City Council to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The regular meeting is open to the public and interested citizens are invited to attend. The public will not be permitted to attend the executive session; provided, however, representatives of the news media and designated staff will be allowed to attend the executive session. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the executive session as previously announced. No decision will be made in the executive session. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Patti Morgan (541-536-1432). For deaf, hearing impaired, or speech disabled dial 541-536-1432 for TTY.

## LA PINE CITY COUNCIL MINUTES

Wednesday, October 14, 2015

**Regular Session – 6:00 pm**

16345 6<sup>th</sup> Street, Suite 102

La Pine, Oregon 97739

### A. Regular Session – 6:00 pm

#### 1. Call to Order

Mayor Mulenex called the meeting to order.

#### 2. Establish a Quorum

Interim City Manager Rick Allen  
Mayor Ken Mulenex  
Councilor Stu Martinez  
Councilor Greg Jones  
Councilor Kathy Agan  
Councilor Karen Ward  
Student Councilor Sydney Bright  
Public Works Manager Scott Perkins  
Accounting Clerk Ashley Williams  
Admin Ass't Patricia Morgan  
**Quorum established.**

Mayor Mulenex introduced the new Student Councilor, Sydney Bright, who was going to have to leave from the meeting for a while, to be inducted into the National Honor Society. Ms. Bright said she was excited to be part of the Council. She gave some background on the other groups she participates in at the High School.

#### 3. Pledge of Allegiance

Gary Gordon, Park & Rec District Board, led the Pledge of Allegiance.

#### 4. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the "Other Matters" portion of this Agenda or such other time selected by the City Council.

Mayor Mulenex added the Greater La Pine Basin Cohesive Strategy Project to the agenda.

#### 5. Consent Agenda

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- a. Approval of Minutes
  - i. September 9, 2015 Council Meeting Minutes
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  - i. Approval of Reimbursements
- c. Financials
  - i. Revenue and Expenses
- d. Memorandum of Understanding with the La Pine Fire District on Water Use

Councilor Martinez mentioned a possible conflict of interest with the Wilderness Garbage payment.

**A motion was made by Councilor Ward and seconded by Councilor Agan to approve the Consent Agenda.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

6. Public Comments

None

7. Appointment of Councilors to Committees for 2016

The Council decided to have the Councilors continue on the committees they are currently on with Dennis Scott joining the committees that Greg Jones had sat on, the Small Cities Network and COACT. Mayor Mulenex explained that COIC has requested not to have a secondary representative for their meeting attendance.

- COIC (Central Oregon Intergovernmental Council) – Mayor Mulenex.
- COACT (Central Oregon Area Commission on Transportation) – primary Mayor Mulenex and secondary Dennis Scott.
- Small Cities Network – primary Councilor Scott and secondary Councilor Agan.
- COCO (Central Oregon Cities Organization) – primary Mayor Mulenex and secondary Councilor Martinez.
- LED (La Pine Economic Development) – primary Councilor Martinez and secondary Councilor Agan.

**A motion was made by Councilor Ward and seconded by Councilor Agan to have the Councilors serve on the Committees they are currently on with Dennis Scott being the new representative for the Small Cities Network and also a secondary representative for COACT.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

Added agenda item: Greater La Pine Basin Cohesive Strategy Project

Allison Green, Program Director for Project Wildfire, represented Deschutes County for the project. She said the project will be in conjunction with the US Forest Service. The project work will be for fuel reduction. She said they are requesting federal funding for lands larger than five acres as well as common areas. Ms. Green stated that the project will cover 340,000 acres in the La Pine Basin. Some of the lands are federal lands and federal crews will clean up those lands. Some of the work would be done by the land owner and then there would be a reimbursement to the owner up to 75%. Ms. Green said there would be education and community outreach as well as sweat equity. She said the project would take care of picking up the debris, for the smaller lots, once it had been moved to the side of a road. There was a discussion of how the project could impact the nuisance ordinance. Councilor Martinez said he was excited that this project would cover the La Pine area. Councilor Ward thought it was a great project. Ms. Green said that fuel reduction and health of the forest were the main priorities of the project.

**A motion was made by Councilor Martinez and seconded by Councilor Agan to sign the document of support for the project.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

Interim City Manager Allen stated that the forests around the City wells need to have fuel reduction done to it. He said it would be an emergency situation for the City should a fire start by the wells. Ms. Green said she would look into the matter and see what the project would be able to do for it.

#### 8. Discussion on a La Pine Arts Culture Commission

Mayor Mullenex said the idea is to really bring arts and culture to the community. He then read a document regarding the purpose of the commission. Mayor Mullenex said the public does not now have access to many forms of art. He also discussed the connection between arts culture in regard to economic development and quality of life. Mayor Mullenex said there are a number of opportunities for funding to get the project off the ground. One of the grants is for a mural that would be painted by some elementary school students. Cory Misley, Assistant City Manager, stated that he would recommend a Work Session

to discuss the Commission. Mayor Mulenex also recommended a work session on the topic. He also said there is a federal program to bring public art into a community. Rick Allen stated that there needs to be a Work Session about the Commission. He said to be careful with creating any Commission because minutes need to be taken, staff need to be present and it also requires a quorum. Mr. Allen said he wondered if there was an unofficial group of people who could work with the City. Mayor Mulenex said that there is value in having an official Commission. Mr. Allen said many people that are interested in art are located between La Pine and Sunriver so he wondered if there needed to be a South County group instead of a Commission just for the City of La Pine. Mayor Mulenex mentioned that Arts Culture Commissions in other cities have been very successful.

9. Motion to award a Construction Services Contract for the US 97 at Wickiup Junction Utility Relocation Project, and authorize the City Manager to execute the contract provided the City does not receive a bid protest by midnight October 20, 2015

Cory Misley stated that utilities need to be moved for this project. The City of La Pine will pay for the upfront costs. The state of Oregon will be reimbursing the City for the work. Therefore an RFP was done for the removal of the utilities. A contractor, Alex Hodge Construction, was selected and the City Manager just needed authorization to execute the contract with them.

**A motion was made by Councilor Scott and seconded by Councilor Agan to Authorize the City Manager to Sign the Contract providing there is no appeal made in the next ten days.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

9. Discussion on changing the date of the November Council Meeting.

Cory Misley stated that the original date for the November Council Meeting is November 11<sup>th</sup> which is Veterans Day. He said the November Work Session is scheduled for the night before Thanksgiving. It was recommended to have the Council Meeting and maybe a Work Session on November 18<sup>th</sup> and have no other meeting dates in November at this point in time.

**A motion was made by Councilor Agan and seconded by Councilor Ward to move the Council Meeting scheduled for November 11<sup>th</sup> to November 18<sup>th</sup>.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

10. Approval of Snow Plow Removal Contracts with Vic Russell Construction and La Pine Equipment.

Rick Allen stated that the contracts are for three years. An RFP was put out and they received two bids. He asked that the Council approve the contract with Vic Russell and not La Pine Equipment. Mr. Allen said they may do an addendum with Vic Russell and have them do all the snow plowing.

**A motion was made by Councilor Martinez and seconded by Councilor Agan to approve the snow plowing contract with Vic Russell.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

11. Authorization to Procure Bids for Landscaping on the First Street Project.

Mr. Allen said now that the work on the First Street Project is wrapping up he would like to start the bid process for the landscaping for the project. He said the project will be in the \$100,000 price range. Mr. Allen said the City has received a grant for the landscaping project. He said he is seeking approval from the Council to proceed with the bidding process. Mr. Allen said the contractor will leave four inches of topsoil. Erik Huffman, from Becon Engineering, said they have been working with a landscaping architect for the project.

**Sydney Bright, Student Councilor, returned to the meeting at 7:00 pm.**

Mr. Allen said he is working on an Ordinance that will make the property owner mow the landscaping in front of their businesses. He said most cities have an ordinance that addresses this situation. An example would be that the city is currently mowing the lawn in front of Bi-Mart.

**A motion was made by Councilor Ward and seconded by Councilor Martinez to authorize the moving forward of procuring landscaping bids on the 1<sup>st</sup> Street project.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

12. Authorization to Tow Vehicles and Remove Debris and Rubbish from Site on Railroad

Mr. Allen said the property on Railroad Street is in the process of foreclosure with Deschutes County due to not paying their property taxes. He said the city has a court order to remove debris, vehicles, trailers, etc., and cleanup the site. Mr. Allen said the city would get its money back by putting a lien on the property so when it is sold the city would get paid back. He said he is working with Deschutes County regarding the clean-up expense since they will be taking possession of the property. Mr. Allen said the first action the city will take is removal of trash and debris. He said the unregistered vehicles will also be towed off.

**A motion was made by Councilor Ward and seconded by Councilor Martinez to authorize city staff to tow vehicles and remove debris and spend up to \$10,000.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

14. Other Matters: This item concerns any matters that were added to the Agenda under the Added Agenda Items portion of this Agenda.

15. Public Comments

Jason Wheeler, area resident, spoke on a number of issues, all of them did not involve the City.

16. Staff Comments

Cory Misley said he recently had a working group meeting regarding the cemetery and will be having another meeting in the near future. Cory said that the Mayor and Band of Brothers have been putting up some walls to protect the wood shelter building at the cemetery from the elements during services. He said the next step will be painting the cement floor and also painting the walls of the wood building that is at the cemetery.

Rick Allen said he received an offer on some property in the Industrial Park, today. He said staff are also working with Bio-Green and an option agreement with them. Mr. Allen said the city is in the process of hiring an Engineer of Record. He also said he had no updates on improving the Audio system for the Council room. Mr. Allen said staff is also getting bids to prune the bushes around City Hall. Dennis Scott asked for an update on the nuisance ordinance. He wondered what progress had been made on it. Mr. Misley said he can move it up the list and make it a priority. He said he is also dealing with a lot of questions and concerns that come from the public visiting and also calling City Hall. Mr. Allen said that people want staff at a variety of events and meetings. Mayor Mulenex said that the Council recognizes that we have a new Assistant City Manager that is taking over more duties from the City Manager.



17. Council Comments

Councilor Martinez discussed the LED (La Pine Economic Development) meeting that was held in Sunriver. He said the District Ranger from Deschutes National Forest was at the meeting and spoke at it. Councilor Agan said she was excited to see the progress that had been made on the Hwy 97/1<sup>st</sup> Street Project. Councilor Ward said she felt staff was doing an excellent job.

Mr. Allen mentioned that the City's legal firm, Bryant, Lovlein and Jarvis, is having their 100<sup>th</sup> anniversary at Deschutes Brewery on October 15<sup>th</sup> from 5-8 pm and the Council is invited to attend.

Councilor Martinez mentioned the special solar eclipse that will occur in August of 2017 and be visible in Central Oregon. A mile or two north of Madras will have the largest effect from the eclipse. It is expected to bring in a lot of tourist into the area. Mr. Allen said that Madras will be having a four day festival during the event.

Sydney Bright stated that she thought the stoplight project has really been good for La Pine and will draw more people to the city.

18. Mayor's Comments

Mayor Mullenex said he has been taking photos of the stoplight project and noted that despite the construction, students are still crossing the street to McDonalds.

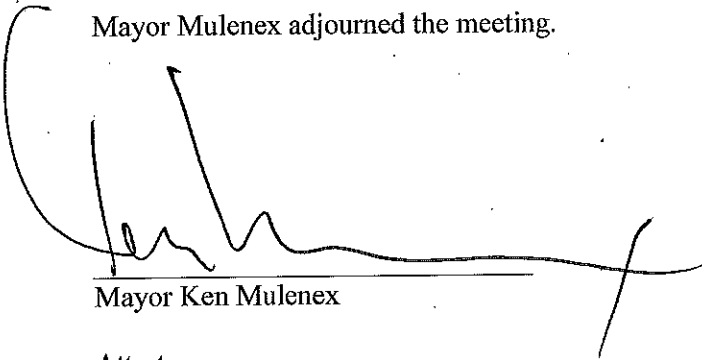
19. Adjourn

**A motion was made by Councilor Ward and seconded by Councilor Martinez to adjourn the meeting.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Councilor Dennis Scott</i>	<i>X</i>	
<i>Councilor Stu Martinez</i>	<i>X</i>	
<i>Councilor Kathy Agan</i>	<i>X</i>	
<i>Councilor Karen Ward</i>	<i>X</i>	

**Motion passed unanimously.**

Mayor Mullenex adjourned the meeting.

  
\_\_\_\_\_  
Mayor Ken Mullenex

Attest

  
\_\_\_\_\_  
Rick Allen, City Recorder